

November 15, 2002

Mr. Robert S. LaSala
City Manager
City of Sunnyvale
456 West Olive Avenue
Sunnyvale, Ca. 94086

Re: Proposal for Animal Sheltering Services

Dear Mr. LaSala,

The Humane Society of Santa Clara Valley is pleased to present to the City of Sunnyvale the proposal defined below for animal sheltering services for the following fiscal years: FY 2004, FY 2005 and FY 2006.

Animal Sheltering Services Provided

Shelter Services

- Shelter of abandoned, impounded, lost or stray domestic animals brought to the shelter by Sunnyvale personnel and residents
- Quarantine of animals who have bitten
- Rabies testing of suspect animals
- Provision for the surrender and reclaim of abandoned, lost or stray domestic animals during established business hours
- Euthanization and disposal of abandoned, lost, impounded or stray domestic animals that are unclaimed by their owners and fail to be placed for adoption by the Humane Society

Medical Services

- Provision of veterinarian services twenty-four (24) hours per day to treat and provide veterinarian care to stray, injured or sick dogs, cats and other impounded animals
- Monitor impounded quarantined biter animals
- Provide vaccination services and have available, free of charge to the public, rabies control information

Dead Animal Services

- Provision of storage facilities and disposal mechanisms to provide for the disposal of dead animals
- Provision for owner notification if identification is available on all incoming dead animals

Fee Collection

The Humane Society will collect any fees, charges and/or penalties from the public in connection with the animal sheltering services provided. The program fees would be established by the City of Sunnyvale by resolution or ordinance. All program fees collected by the Humane Society in connection with the animal sheltering services provided specifically to the City of Sunnyvale, except those fees collected for emergency veterinary services which are paid directly to contract veterinary providers, shall be paid monthly by the Humane Society to the City of Sunnyvale.

Animal Licensing

The Humane Society shall assist the City of Sunnyvale with its licensing activities when the Humane Society releases impounded dogs, or other animals to which licensing is applicable, that are reclaimed by their owners at the shelter.

Service Fee Proposal

The Humane Society proposes the following fees for animal sheltering services:

| <u>Fiscal Year</u> | <u>Cost Per Live Stray Animal (Domestic or Wild) Impounded</u> |
|---------------------------|---|
| • FY 2004 | \$ 129 |
| • FY 2005 | 138 |
| • FY 2006 | 148 |

The Humane Society proposes that the cost for sheltering services be derived based on the number of live animals impounded into the Humane Society. The "live animal" cost incorporates all administrative costs as well as the costs associated with medical and dead animal services. The Humane Society proposes that an animal count be agreed between the City of Sunnyvale and the Humane Society at the beginning of each fiscal year. This agreed amount would form the basis of the monthly billings throughout the year. The agreed amount would be adjusted after each fiscal year ends with the actual number of live animals impounded throughout the fiscal year. Any overages would be billed to the City or any underage would be rebated back to the City.

Pricing Philosophy

The Humane Society has traditionally had a fixed fee contract with the City of Sunnyvale. This fixed fee assumed a specific number of animals would be impounded over the course of the fiscal year. The actual number of animals impounded may be higher than that assumed or it may be lower. Basing the contract price on an estimated number of animals, gives the City no benefit in the event that efforts are made by the City to reduce pet overpopulation. In addition, it gives the Humane Society no coverage in the

event that the excess animal populations increase over the estimated amounts. Animal counts are becoming unpredictable to forecast. For example, in the first four months of FY 2003, the number of animals impounded into the Humane Society by the City of Sunnyvale has increased 41% over the same time period in FY 2002! It is difficult to know whether this trend will continue.

Basing the contract fees on actual usage of services is fairer to both the City of Sunnyvale and to the Humane Society. The costs for service can also be more reasonably justified to the community.

I look forward to hearing back from you. Please feel free to give me a call should you have any questions regarding our proposal.

Sincerely,

Christine Benninger
Executive Director